



## Arizona Aloha Festivals, Inc.

2514 S. Kachina Circle  
Tempe, Arizona 85282  
Telephone: 602-697-1824  
Fax: 480-736-0440  
[www.azalohafest.org](http://www.azalohafest.org)

Aloha!

We are happy to announce the 16th Annual Arizona Aloha Festival, to be held March 13 - 14, 2010, in Tempe Beach Park at Tempe Town Lake.

Application materials must be completed and postmarked by the November 14 deadline date to be considered. In years past, we've created our stage schedules from this batch of on-time applications, and late applications have only been used to fill schedule holes and cancellations.

Pay close attention to the application and answer all the questions. Your answers are all we have to go by when making our choices. Information taken from your application will also be used in the Performance Schedule for the program. If you have not performed at Arizona Aloha Festival in previous years, please include a video of a performance or practice.

Please read the *Guidelines For Performer Participation* carefully as these will apply if you and/or your group are selected for the 2010 Festival. Your original signature attests that you have read and will comply with them. If you have a question, please don't hesitate to ask before signing.

**If you have any questions, please contact Kamalu Tinnell, Performance Chairperson by telephone at 520-458-1972 or by email at [kamalu.tinnell@azalohafest.org](mailto:kamalu.tinnell@azalohafest.org). You also may leave a message at the Festival office at 602-697-1824.**

### Other Festival News:

\*The Arizona Aloha Festival's "Discovery" areas (the Village displays, the Discovery Stage and Hale Mana'o presentations, and the Keiki Make and Take activities) are always looking for demonstrators, artisans, artists, and those willing to teach about arts, crafts, history, sports, skills, stories, dance - anything that teaches about cultures.

If you know of anyone who might be interested, please contact Co-Chairs Ted & Claudia Kaercher at [TednClaudia.Kaercher@azalohafest.org](mailto:TednClaudia.Kaercher@azalohafest.org) or via phone at 602-244-8121.

\*Volunteers are also a big part of Festival. We welcome help with Discoveries, the stages, information booth, or other areas. If you know anyone that may be interested, please email Volunteer Chairperson Tia Barnum at [Tia.Barnum@azalohafest.org](mailto:Tia.Barnum@azalohafest.org).

Vendor applications also have a November 14, 2009 deadline. If anyone is interested in obtaining a vendor booth, those materials are on-line at [www.azalohafest.org](http://www.azalohafest.org) (look under both categories of vendors) and the application materials are downloadable.

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**2010 Arizona Aloha Festival**

NOTE: These guidelines are in effect to respect the operation of the park and to comply with city regulations. Please help us to respect our hosts and partners.

<b>Festival's mission</b>	To showcase the culture of Hawaii and/or the South Pacific Islands.
<b>Performances</b>	Performances are scheduled for no more than 40 minutes on stage, with 10 minutes to set up the stage for you and 10 minutes to take down the stage from your performance.
<b>Selection</b>	Performing groups will be selected to provide a well rounded variety of performances in keeping with the mission of the Festival. Groups will be selected based upon the completeness of the information provided on the application materials submitted. Videos and pictures are welcomed.
<b>Notification of acceptance</b>	Once selections have been made and tentative schedule made, notifications will go out first by email (or phone if no email) and then by letter. Everyone should know of their acceptance status and time slot approximately the first week of December.
<b>Press and publicity packet</b>	The media (newspaper, TV, magazines) requests information and photographs of the various performing groups at the Festival. If you have not already done so in the past, please include the group information or history with your application and include any photos that we can use. Please note that the items may not be returned to you.
<b>Roster of performers/ releases</b>	The completed Group Roster form will be sent with your acceptance letter and has a deadline. List all performers, musicians and backstage assistants that are planning to be with the group at Festival. You may update this list any time until March 1st.
<b>Sound needs</b>	<p>The Festival contracts with one of the Valley's best sound companies. They provide a professional sound quality to enhance your performance and the audience's listening pleasure. We will attempt to honor special requests to enhance your performance within our budget, but no promises are given. We do not provide wireless mikes - but you can bring your own. We provide the sound techs with a list of your sound equipment needs based on the information you have provided us.</p> <p>Please contact Kamalu Tinnell by telephone at 520-458-1972 or by email at <a href="mailto:Kamalu.Tinnell@azalohafest.org">Kamalu.Tinnell@azalohafest.org</a> if your equipment needs change.</p>
<b>Recorded music: CDs</b>	Home-"burned" CDs do not always work in a variety of equipment. If you want to use one, try it in a variety of CD players to see if it will play. (Remember, professional equipment is very sensitive.) Just in case, have the original CDs available at Festival so your performance can still go on. Label the CD case and the CD itself, if possible, with the group's name and the owner's name (first & last).

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<b>Copyrights</b>	The Festival obtains a license from ASCAP that covers use of copyrighted music at the Festival. If your selected music is not covered by ASCAP, you are responsible to obtain any copyright permission needed for music used in your performance.
<b>Live music</b>	Live musicians are welcomed on both stages (Discovery is too small). A complete sound equipment list and program outline must be turned in on time so we can make sure that proper sound equipment is ordered and on-site - <b>ONLY</b> if this information is provided as requested. We will work with you as much as is possible at the last minute.
<b>Check-In</b>	<b>Check in</b> with the Stage Manager at your assigned stage <b>at LEAST one half hour before</b> your scheduled performance time. You should be able to put your costumes or equipment in your dressing room at that time. If you have difficulty locating your stage, go to the Information Booth for help.
<b>Backstage help</b>	In addition to the Stage and Assistant Stage Managers, each stage will have one or more Performer Stage Support volunteers available to help with check-in and performance needs. Only performers, musicians, and designated assistants will be allowed backstage.
<b>Access: Stages, back-stage, &amp; dressing rooms</b>	<b>See below for information by stage:</b>
	<b>Lakeside</b> - The dressing rooms are located behind the stage. Stairs are located on both sides of the stage. The stage dimensions are planned to be 24'w x 36'd x 2.6'h (platform to ground).
	<b>Mountain</b> - The dressing rooms are located behind the stage. Stage dimensions are planned to be 30' wide by 20' deep, approximately 36" high.
	The <b>Discovery Stage</b> is for individuals and small groups. It is primarily an educational stage where the audience is able to learn about what they are seeing in the performance. It is 16x16' with one 10x10' dressing room. This stage is not designed for large groups of live musicians as it has limited sound equipment.
<b>Unloading/loading of equipment</b>	You may drop off items at the <u><i>designated area and walk them to the Stage.</i></u> This is a drop-off point only - do NOT leave your vehicle unattended! This is a Fire Lane and any vehicles left without a driver will be promptly ticketed and towed. Allow at least 15 minutes for finding the area, unloading, and walking to your stage.

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<b>Dressing rooms</b>	<p>Dressing Rooms are a 10' x 20' divided tent near each Stage, 10x10 at Discovery Stage. You will have access roughly 1/2 hour before and 20 minutes after each performance. Each tent will have a least one mirror and at least one hanging bar on which to hang costumes. Each group will be assigned only one dressing room for use during their scheduled performance time (10x20 tents will have an adjustable divider tarp to separate sides for men and women, if needed).</p> <p>Your Stage Manager will show you the dressing room and the sign with your group or name posted. Sign-in the time you arrive and sign-out the time that you left.</p> <p>All performing groups are required to leave their dressing rooms clean and free of personal items after their performance. Trash bags will be available at each stage.</p>
<b>Oiling</b>	<p><b>BRING TOWELS.</b> For performers who apply oil to body or costume, we are providing an oiling area outside of the dressing rooms – signs will be posted at each oiling area. Oil can not be applied inside dressing rooms, restrooms, or public walkways. After your performance, towel oil off body as much as possible and remove as much oily costuming as you can before entering dressing room.</p> <p style="text-align: center;"><i>Oil bottles are to be left outside the dressing rooms at all times.</i></p>
<b>Fire Dances</b>	<p>The Festival must follow the Tempe Fire Department's Safety Regulations. New groups that wish to include fire in their performance or groups that want to include fire for the first time must attend a Safety Orientation prior to the date of their performance - no exceptions!</p>
<b>Audience participation</b>	<p>The Festival must follow the Tempe Fire Department's Safety Regulations. If safety needs require the fencing or roping off of the front of the stage, we will not be able to allow audience members to come on stage from the front. Groups wishing to include audience members must then choose their participants before the performance and gain backstage entry for them from the Stage Manager.</p>
<b>Tausaluga or similar dances</b>	<p>Audience members will have access to baskets at the front of each stage in which to give money. Money will be given in the name of the group to the Festival's cultural fund to support the Library Project or other cultural projects.</p>
<b>Parking</b>	<p>There will be parking available for performing groups in the area. The Festival will supply detailed parking information with performance confirmation letters in December.</p>
<b>Volunteer Opportunities</b>	<p>The Arizona Aloha Festival is totally operated and planned by volunteers. Hundreds of wonderful volunteers assist over the weekend, the days before and after, and in preparation. <i>Volunteers that pre-register for a full shift will receive free parking and a t-shirt.</i> <b>If you or someone in your group is interested in volunteering</b>, please contact the Volunteer Committee Chairperson Tia Barnum by email at <a href="mailto:tia.barnum@azalohafest.org">tia.barnum@azalohafest.org</a>, or visit our website at <a href="http://www.azalohafest.org">www.azalohafest.org</a> to download the application.</p>

## PERFORMANCE APPLICATION

Group name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
City, state zip \_\_\_\_\_ Group Leader (if different) \_\_\_\_\_  
Telephone: Home \_\_\_\_\_ Other \_\_\_\_\_

1) **Number of participants in my group:** Dancers \_\_\_\_\_ Musicians \_\_\_\_\_ Other \_\_\_\_\_

2) **We will be accompanied by:** (please check)

Live musicians \_\_\_\_\_ Live voice: chanting \_\_\_\_\_ singing \_\_\_\_\_ narration or announcing \_\_\_\_\_  
Recorded music: Cassette Tape \_\_\_\_\_ CD \_\_\_\_\_ None \_\_\_\_\_

3) If selected to perform, I prefer the following performance time slots. I have put a "1" at my most preferred, "2" for second choice, and "3" for least preferred choice

I understand that if I/we are selected to perform, and my preferred performance times are not available, I will not be included in this year's schedule.

Sat. 10:00 - 12:00 \_\_\_\_\_ Sat. 12:00 - 03:00 \_\_\_\_\_ Sat. 03:00 - 05:00 \_\_\_\_\_

Sun. 10:00 - 12:00 \_\_\_\_\_ Sun. 12:00 - 03:00 \_\_\_\_\_ Sun. 03:00 - 05:00 \_\_\_\_\_  
(mark an X for time slot you are absolutely not available)

4) I estimate my program will include \_\_\_\_\_ (number) of dances or songs.

5) I do \_\_\_\_\_ do not \_\_\_\_\_ plan to include fire in the performance if selected to perform.

6) My group has not \_\_\_\_\_ has \_\_\_\_\_ been asked to perform in: Opening \_\_\_\_\_ Closing \_\_\_\_\_ and/or  
Recognition Ceremonies \_\_\_\_\_ or with the following group(s) \_\_\_\_\_.

7) I do \_\_\_\_\_ do not \_\_\_\_\_ plan to include audience participation numbers in my performance:

\_\_\_\_\_ a Tauluga dance \_\_\_\_\_ an audience participation dance \_\_\_\_\_ # of dances planned

8) **Press and publicity if selected to perform:**

I can supply the following materials to be used only to promote the Arizona Aloha Festival:

\_\_\_\_\_ photographs (individual or group) \_\_\_\_\_ video \_\_\_\_\_ brochure/flyer about group

The group is \_\_\_\_\_ is not \_\_\_\_\_ available for publicity appearances to promote the Festival the week of March 9-16.

The group would \_\_\_\_\_ would not \_\_\_\_\_ like to be included on the Festival website or a flyer of Hawaiian /Polynesian performers that are available for shows at other times of the year, to be given out in response to requests from the public.

9) **The best descriptor to use for our program is:**

Polynesian review \_\_\_\_\_ Hawaiian \_\_\_\_\_ Maori \_\_\_\_\_ Samoan \_\_\_\_\_ Tahitian \_\_\_\_\_ Tongan \_\_\_\_\_

Kupuna (senior) \_\_\_\_\_ Keiki (children) \_\_\_\_\_ Other \_\_\_\_\_

10) **These are some things about our performance that I would like used in the Festival Program if we are selected to perform:** (please limit to approximately 25 words or less and highlight at least one number or dance that you wish to be spotlighted for the public. Attach page if needed.)

11) **These are some things about our group or program that I would like used by the MC in our stage introduction if we are selected to perform.** (please limit to approximately 25 words or less and highlight at least one number or dance that you wish to be spotlighted for the public. Attach page if needed.)

- I have received a copy of the Performer Guidelines for Participation and agree to abide by them if selected to perform.
- I understand that the Festival, in trying to accommodate the majority of groups that apply, limits performances to no more than 40 minutes in length and will abide within that time limit if selected to perform.
- I understand that the group is applying to perform at the Arizona Aloha Festival for free, with no promise of payment if selected to perform.
- I understand that involvement in the Arizona Aloha Festival is at my/our own risk. Arizona Aloha Festivals, Inc, the City of Tempe, or other sponsoring organizations are not responsible for theft, loss, damage, or injury.
- I understand that late submission of this application could mean that the group may not be able to be considered for inclusion in the 2010 Festival.
- I understand that neither Arizona Aloha Festivals, Inc., the City of Tempe, nor any sponsoring or supporting organization carry accident insurance to cover performing groups or their employees/helpers and that participation in the 2010 Arizona Aloha Festival is at your own risk!
- I agree to hold harmless and indemnify Arizona Aloha Festivals, Inc., its Board of Directors, Officers, Planning Committee and volunteers, the City of Tempe, and any sponsoring and supporting organizations from any liability, claim or demand due to injury to any person or property which may arise from my participation in the 2010 Arizona Aloha Festival.

\_\_\_\_\_  
**Signature of Responsible Party**

\_\_\_\_\_  
**Printed name**

\_\_\_\_\_  
**Date**

**Please return original signed application to:**

**Arizona Aloha Festival  
2514 South Kachina Circle  
Tempe Arizona 85282**

**Must be postmarked by *November 14, 2009* to be considered. Late applications will only be considered if openings remain. No faxes will be considered.**